



Alaska Army National Guard Announcement Number: **AKARNG 10-18**

Position Title: **SUPPLY SERGEANT** MOS: **92Y**

Grade Requirement: **MIN E4** **MAX E5**

OPENING DATE: 3 June 2010

CLOSING DATE: 17 June 2010

WHO MAY APPLY/AREAS OF CONSIDERATION: ZONE 1-2 (ALL ALASKA ARMY NATIONAL GUARD MEMBERS)

Zone 1 On-Board AKARNG AGRs will be forwarded for initial consideration.

Zone 2 will consist of all AKARNG personnel who meet the eligibility criteria. Applications for AKARNG personnel that do not have meet the minimum assignment criteria will not be forwarded for consideration. Applicants must meet Chapter 3 physical standards IAW NGR 40-501 and AR 40-501. Soldiers must meet initial eligibility requirements of AR 135-18, Table 2-1.

**** If a selectee does not possess the advertised MOS, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the selectee.**

Unit/Duty Location: B CO 1-143 IN (ABN), BETHEL, ALASKA

SELECTING SUPERVISOR: 1LT Jason Caldwell

Major duties may include:

- Supervises or performs tasks involving general upkeep and maintenance of all Army supplies and equipment
- Received, inspects, inventories, loads, unloads, segregates, stores, issues, delivers and turns in organizational and installation supplies and equipment
- Operates unit level computer programs
- Prepares all unit/organizational supply documents
- Maintains automated supply system for accounting of organizational and installation supplies and equipment
- Issues and receives small arms
- Secures and controls weapons and ammunition in security areas
- Schedules and performs preventative and organizational maintenance on weapons
- Inspects completed work for accuracy and compliance with established procedures
- Coordinates supply activities
- Reviews and annotates changes to unit material condition status report
- Posts transactions to organizational and installation property books and supporting transaction files
- Determines method of obtaining relief from responsibility for lost, damaged and destroyed supply items
- Performs other duties as assigned

SPECIAL ANNOUNCEMENT CRITERIA: Must be willing to re-locate to Bethel, Alaska. Alaska is limited in it's capacity to support EFMP.

SEE PAGE 2 FOR APPLICATION REQUIREMENTS

Must not be under a current suspension of favorable personnel actions	Acceptance of an AGR your may affect any bonus and/or educational assistance	Must not be a candidate for an elective office, hold a civil office, or are engaged in partisan political activities
Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities	Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service are not eligible to enter the AGR program	Individuals who voluntarily resign from the AGR program in lieu of mandatory or involuntary separation action are not eligible to reenter the program

How to Apply: Complete applications must be received in HRO-AGR office no later than 1600 or postmarked on or before the closing date. US government postage paid envelopes or government facsimile machines (FAX) may NOT be used in submitting applications. Qualified applicants may submit COMPLETED applications as described below to HUMAN RESOURCES OFFICE, ALASKA ARMY NATIONAL GUARD, PO Box 5800 Fort Richardson, Alaska 99505-0800

APPLICATION PROCEDURES: All applications must be signed and dated with original signature. Applicants may include copies of their Certificates of Training that may be applicable to the position you are applying for but **MUST INCLUDE ALL OF THE BELOW LISTED DOCUMENTS**. If the required documents/forms are not submitted with the application package, a letter of explanation must be provided. Incomplete application packages received will not be considered and will be returned.

1. NGB Form 34-1 (Application Form for Active Guard/Reserve (AGR) Position) **(NO BINDERS/DOCUMENT PROTECTORS)**
2. Copy of most current PHA
3. Personnel Qualification Record (PQR)
4. Copy of last 3 NCOERs (as applicable)
5. DA 705, APFT Scorecard, current within 6 months

The following documents will need to be submitted and validated if you are selected for this position. You will have 30 business days to provide these to the HRO. Upon selection, you will be contacted about additional administrative requirements.

- Security Verification from Personnel Security Manager
- Copy of current driver's license (must be valid)
- Copy of **all** DD Form 214 and current AGR/Mobility/ADSW orders if (DA Form 5500-R/5501-R (If Applicable)

QUESTIONS: Call ADMIN Assistant at (907) 428-6247/DSN 384- 4447

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board. Selecting supervisor will contact qualified applicants for interviews. After the Human Resources Officer (HRO) approves the selection package, the HRO office will send a notification letter to all applicants of their selection/non-selection. The selection of an applicant is not final until the individual has been notified by the HRO-AGR. After the selecting supervisor makes a selection, the "routing" of the selection package begins and ends with HRO.

THE ALASKA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

Eligible applicants will be considered without regard to race, sex, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and MOS some positions may have gender restrictions.